



CONTACT INFORMATION

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EDUCATION

S.I. Newhouse School of Public Communications

Syracuse University
B.S. Public Relations & Information
Management and Technology
May 2023
GPA: 3.7
Dean's List all semesters

SKILLS

- Google Suite
- Microsoft Office Word, Excel, Powerpoint
- Adobe Premiere Pro
- Adobe InDesign
- Adobe Illustrator
- Adobe Lightroom Classic
- Adobe Photoshop
- Canva
- WordPress
- Wix
- Mandarin (Native)
- Japanese (Beginner)

EXPERIENCE

Founder of Rock Academy

Rock Academy (May 2020–Present)

Syracuse, NY

- Coordinate projects and organize events
- Build Website and create media contents
- Plan orientation, create marketing materials
- Communicate with team members and assign teamwork
- Write proposals and host group meetings

Z89 Radio Intern

WJPZ Radio (Feb 2021–Present)

Syracuse, NY

- Host drive time music show, 2 days a week, an hour show
- Research and prepare on-air content and production elements
- Present content on current trends and news

Welcome Ambassador International

International Student Office (Aug 2021)

Syracuse, NY

- Managed and sorted the pick-up list
- Communicated with the students, confirmed their arrival time
- Arranged 400-people's pickup at two airports
- Solved emergencies such as flight delay and reschedule

FYS 101 Peer Facilitator

Syracuse University (July 2021–Present)

Syracuse, NY

- Demonstrate abilities to engage and lead students in class discussions
- Communicate with students via emails
- Meet and talk with Lead Instructors for class preparation
- Teach the course with the Lead Instructors once a week
- Organize required outdoor activities

Literacy Corps Tutor

Shaw Center (Nov 2019– May 2021).

Syracuse, NY

- Tutored students in Math and Reading
- Conducted after-class activities including organizing games and videos
- Communicated with students and teachers
- Participated in teaching twice a week

Food Bank of Central New York Volunteer

2020–2021

Syracuse, NY

- Organize food distribution
- Communicate with the coordinator and other volunteers
- Interview citizens to meet their needs

City of Syracuse Park and Recreation Volunteer

2020–2021

Syracuse, NY

- Beautify the park with landscaping activities
- Communicate with collaborate with the director and workers